Commercial Erosion and Sediment Control Plan Narrative Checklist

_____ **Minimum Standards—**all applicable minimum standards shall be addressed and adhered to throughout the entire life of the project

_____ **Project Description**—brief description of the nature and purpose of the land disturbing activity and the amount of disturbed acreage

- ❑ Construction sequence/phasing
- ❑ Length of construction
- ❑ How much post-developed impervious area?
- ❑ Ultimate development conditions of the site?

_____ **Existing Site Conditions**—brief description of the existing topography, vegetation and drainage

- ❑ Orientation and gradient of slopes
- ❑ Existing site conditions/vegetation/undisturbed areas to be used for erosion control
- ❑ Size of drainage areas (pre- and post-)
- ❑ Existing drainage or erosion problems

_____ **Adjacent Areas**—brief description of adjacent areas that may be affected by the land disturbance

- ❑ Where is the potential for off-site damage?
- ❑ All environmentally sensitive areas (wetlands, streams, reservoirs, etc.) should be addressed
- ❑ Residential areas or road protection
- ❑ Perimeter controls

_____ **Off-site areas**—brief description of all land disturbing activities that will occur off-site

- ❑ All off-site borrow or fill/spoil areas shall be included
- ❑ Specific locations of all off-site areas
- ❑ Protection and controls on those areas
- ❑ If temporary, how long will they be open?
- ❑ Stabilization of off-site areas

_____ **Soils**—brief description of the soils, including name, mapping unit, erodibility and permeability

- ❑ References for soils information
- ❑ Copy of the soil survey map
- ❑ Removal of nutrient layer of topsoil?

_____ **Critical Areas**—brief description of areas that have a high erosion potential

- ❑ Any steep slopes, wet weather or intermittent streams and springs, etc.?
- ❑ What areas, during construction, could become critical areas?
- ❑ How will these areas be delineated to on-site contractors?

_____ **Erosion and Sediment Control Measures**—description of the methods used to control erosion and sediment deposition on-site

- ❑ Controls should be in accordance with Chapter 3 of the ESC Handbook, with specification numbers and locations
- ❑ Sequence and responsibility for installation, maintenance and removal
- ❑ Any areas to be temporarily stabilized?

_____ **Permanent Stabilization**—brief description of final site stabilization

- ❑ Should a soil test be required?
- ❑ Seed specifications (pure live seed), lime and fertilizer application specifications and rates should be included
- ❑ Other stabilization (gravel, pavement, natural areas, etc.)

_____ **Stormwater Runoff Considerations**—description of changes in stormwater flows, drainage areas and strategy to control increased runoff

- ❑ Does development cause an increase in stormwater flows?
- ❑ Downstream property and waterway protection
- ❑ Stormwater management during construction
- ❑ Will permanent facilities be required to reduce post-developed flows? Who will operate/maintain these facilities?
- ❑ Address post-development stormwater quality

_____ **Stormwater Calculations**—detailed calculations for design of all conveyance channels and pipe systems, temporary structures and permanent facilities

- ❑ Detention/retention facilities designed for 25-year storm at 24-hour duration and released at the pre-developed rate
- ❑ All calculations and methods, worksheets, assumptions and engineering decisions should be clearly presented
- ❑ All channels/pipe systems must be adequate, including downstream and off-site channels
- ❑ Responsible parties for maintenance of facilities during construction and schedule of inspections

Commercial Erosion and Sediment Control Site Plans
Checklist

_____ **Owner Information**—owner's name, address, telephone number, and tax map number

_____ **Vicinity Map**—map locating the site in relation to the surrounding area, including any landmarks that may assist in locating the site and indication of north in relation to the site

_____ **Limits of Clearing and Grading**—indicate all areas that are to be disturbed (ie: cleared, grubbed, graded, cut, filled, etc.)

- ❑ Provide information as to how the disturbed area will be marked, as well as areas that are to be left undisturbed

_____ **Existing Contours**—indicate the existing contours on-site

- ❑ Show as dashed lines at appropriate intervals
- ❑ Should represent pre-development drainage areas
- ❑ Include all cut/fill areas and low spots

_____ **Final Contours**—indicate all changes to existing contours

- ❑ Include determination of final drainage areas
- ❑ Have pre-developed drainage areas increased?
- ❑ Include final grade on slopes—are they critical?
- ❑ Include vegetative specifications for final grade on slopes

_____ **Existing Vegetation**—indicate existing tree lines, grassed or underbrush areas

- ❑ Clearly indicate existing tree lines and areas that are to remain undisturbed

_____ **Soils**—indicate boundaries of soil types and soil survey classifications

_____ **Existing and Proposed Drainage Areas**—indicate all divides and direction of flow for each area

- ❑ Include size (in acreage) of each area
- ❑ Indicate all traps, basins or other structural measures

_____ **Critical Erosion Areas**—indicate areas with a high erosion potential

- ❑ Should be delineated and labeled as critical
- ❑ Provide information pertaining to marking areas on-site
- ❑ Indicate **all** work within a stream and measures for protection

_____ **Site Development**—indicate all site improvements (ie: buildings, parking lots, roads, entrances, utilities, etc.)

- ❑ Show improvements based on ultimate development of the site
- ❑ Indicate rights-of-way, easements, and temporary access

_____ **Location of ESC Practices**—indicate the location of all erosion and sediment controls and stormwater management practices

- ❑ Use standard symbols located in Chapter 3 of the VESC Handbook
- ❑ Note any additional practices utilized if not specified in the VESC Handbook; provide notes as to specification and reason
- ❑ Provide a legend of practices denoting symbols used

_____ **Off-site Areas**—indicate all off-site areas that will be disturbed

- ❑ Provide exact location of off-site areas with appropriate controls, sequence of work and responsible parties for work

_____ **Detail Drawings**—provide detail specifications for all practices within the boundaries of the project

- ❑ Provide clear details for each control measure with VESCH specification number
- ❑ Alternative measures should have proper drawings
- ❑ Include all elevations, cross sections and schematics
- ❑ Include all sizes and materials for pipes, flumes, channels and slope drains

_____ **Maintenance**—provide a schedule of inspections and repair of erosion and sediment control structures

- ❑ Indicate party responsible for maintenance and repair of all ESC measures and structures and contact information
- ❑ Provide clean-out and maintenance specifications for all traps, basins, perimeter controls, etc.
- ❑ Provide a schedule for removal of ESC controls once project is fully stabilized

_____ **Design Summary Tables—**provide design criteria for all stormwater conveyance structures and systems in tabular format

_____ **Erosion and Sediment Control Cost Estimate—**provide a cost list and total estimate of all erosion control, sediment control and stormwater management practices and measures